

Message Text

PAGE 01 NATO 02900 01 OF 02 242232Z

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ACTION EUR-25

INFO OCT-01 ISO-00 CIAE-00 PM-07 INR-10 L-03 NSAE-00 PA-04

RSC-01 PRS-01 SP-03 USIA-15 TRSE-00 SAJ-01 DODE-00

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FM USMISSION NATO

TO SECSTATE WASHDC PRIORITY 5901

UNCLAS SECTION 1 OF 2 USNATO 2900

E.O. 11652: N/A

TAGS: PFOR, NATO

SUBJ: NATOMIN: ORGANIZATION OF THE SPRING MINISTERIAL MEETING,
OTTAWA 18TH - 19TH JUNE, 1974

INTERNATIONAL STAFF HAS CIRCULATED FOLLOWING UNCLASSIFIED PAPER
(EGL(74)56) PERTAINING TO THE OTTAWA MINISTERIAL:

BEGIN TEXT:

I. PROTOCOL:

THE CANADIAN DEPARTMENT OF EXTERNAL AFFAIRS WILL
BE RESPONSIBLE FOR ALL MATTERS OF PROTOCOL CONNECTED WITH THE
ARRIVAL AND DEPARTURE OF MINISTERS AND HIGH-RANKING MEMBERS OF
NATIONAL DELEGATIONS. DELEGATIONS SHOULD NOTIFY
MR. V. JOHNSTONE OF THE DEPARTMENT OF EXTERNAL AFFAIRS IN
OTTAWA OF THE TIME AND PLACE OF ARRIVAL OF THEIR MINISTERS
AND HIGH-RANKING REPRESENTATIVES (AND IF ACCOMPANIED BY WIFE),
IN TIME TO MAKE THE NECESSARY ARRANGEMENTS. THIS INFORMATION
SHOULD BE SUBMITTED BY 5TH JUNE. INFORMATION CONCERNING THE
TIME, METHOD AND PLACE OF DEPARTURE FROM CANADA OF MINISTERS
AND HIGH-RANKING REPRESENTATIVES SHOULD ALSO BE GIVEN TO
MR. V. JOHNSTONE.

II. HOTELS:
UNCLASSIFIED

PAGE 02 NATO 02900 01 OF 02 242232Z

2. ARRANGEMENTS ARE BEING MADE BY THE DEPARTMENT OF
EXTERNAL AFFAIRS WITH EMBASSIES OF NATO COUNTRIES IN OTTAWA.

III. TRANSPORT:

3. A DC 8 AIRCRAFT OF AIR CANADA HAS BEEN CHARTERED BY THE INTERNATIONAL STAFF (SEE EGL(74)46, 7TH MAY, 1974). FURTHER DETAILS ABOUT THE CHARTER WILL FORM THE SUBJECT OF A SEPARATE NOTE.

4. THE CANADIAN DEPARTMENT OF EXTERNAL AFFAIRS WILL PROVIDE AN AIR SHUTTLE SERVICE, AT NO COST, FROM MONTREAL TO OTTAWA. IT IS RECOMMENDED THAT THOSE NOT TRAVELLING ON OFFICIAL AIRCRAFT OR ON THE CHARTER ARRIVE AT MONTREAL.

5. THERE ARE NO VISA REQUIREMENTS FOR ENTRY INTO CANADA FOR NATIONALS OF ANY OF THE NATO NATIONS. ANYONE TRAVELLING VIA THE UNITED STATES IS INVITED TO CONTACT THE ADMINISTRATIVE OFFICE OF THE US MISSION TO NATO (ROOM 145, WING E, EXT 5752). COMPLETED APPLICATIONS WITH ONE PHOTO AND PASSPORT SHOULD BE SUBMITTED TEN DAYS PRIOR TO DEPARTURE.

IV. CONFERENCE ARRANGEMENTS:

6. MEETINGS.

(A) OPENING CEREMONY: THE OPENING CEREMONY OF THE NORTH ATLANTIC COUNCIL WILL TAKE PLACE IN THE CANADIAN PARLIAMENT BUILDING AT 10:00 A.M. ON 18TH JUNE, 1974. INVITATIONS WILL BE COMMUNICATED BY THE CANADIAN AUTHORITIES AT A LATER DATE.

(B) RESTRICTED MEETINGS OF THE COUNCIL: RESTRICTED SESSIONS WILL BE HELD IN THE MAIN HALL OF THE GOVERNMENT CONFERENCE CENTRE, OTTAWA. THE FIRST SUCH MEETING WILL TAKE PLACE AFTER THE OPENING CEREMONY ON 18TH JUNE. THERE WILL BE TWO PLACES AT THE TABLE FOR EACH DELEGATION, AND SIX PLACES BEHIND. ADMITTANCE TO THESE MEETINGS WILL BE BY SPECIAL PASS (SEE 9 BELOW).

UNCLASSIFIED

PAGE 03 NATO 02900 01 OF 02 242232Z

7. LIST OF DELEGATIONS:

SECRETARIES OF DELEGATIONS ARE ASKED TO SEND BY 5TH JUNE, THE FOLLOWING INFORMATION IN FOUR COPIES TO MR. J. R. E. DOBSON AT NATO BRUSSELS (EXT 2373):

(A) THE NAMES OF MINISTERS WHO WILL BE ATTENDING THE CONFERENCE (AND IF ACCOMPANIED BY WIFE);

(B) THE COMPLETE CONFERENCE DELEGATION OF THEIR GOVERNMENT INCLUDING THE NAMES OF THOSE MEMBERS OF THE STAFF OF PERMANENT REPRESENTATIVES WHO WILL TAKE PART IN THE CONFERENCE. THIS LIST SHOULD SHOW WHICH OFFICER WILL ACT AS SECRETARY OF THE DELEGATION;

(C) THE ADDRESS AND TELEPHONE NUMBER OF THE HEADQUARTERS OF THE DELEGATION, IF OUTSIDE THE CONFERENCE AREA.

8. RESPONSIBILITY FOR SECURITY:

THE RESPONSIBILITY FOR THE SECURITY OF THE CONFERENCE WILL REST WITH THE CANADIAN AUTHORITIES. A SECURITY REPRESENTATIVE, SUPERINTENDENT D. W. MCGIBBON, (613) 238-4992, WILL HAVE HIS OFFICE IN THE CONFERENCE AREA FROM 14TH JUNE.

9. CONFERENCE PASSES:

THREE KINDS OF PASS WILL BE ISSUED FOR THE CONFERENCE:

(A) PRIVELEGED PASSES, GIVING ACCESS TO THE SECURE AREA AND TO ALL TYPES OF RESTRICTED SESSION WILL BE ISSUED TO MINISTERS AND PERMANENT REPRESENTATIVES. DISTRIBUTION WILL BE MADE DIRECTLY TO DELEGATIONS BY THE NATO SECURITY SERVICE IN OTTAWA.

(B) SPECIAL PASSES, GIVING ACCESS TO RESTRICTED SESSIONS WHICH WILL BE DISTRIBUTED DIRECTLY TO DELEGATIONS BY THE NATO SECURITY SERVICE IN OTTAWA. THESE MAY BE OF MORE THAN ONE KIND, DEPENDING ON DECISIONS YET TO BE TAKEN AS TO ATTENDANCE FOR DIFFERENT SUBJECTS.

UNCLASSIFIED

PAGE 04 NATO 02900 01 OF 02 242232Z

(C) TEMPORARY PASSES, (EQUIVALENT TO PERMANENT "A" PASSES, WHICH WILL ALSO BE VALID) GIVING ACCESS TO THE SECURE AREA ONLY, AND NOT TO ANY KIND OF MEETING. REQUESTS FOR TEMPORARY PASSES SHOULD BE ADDRESSED TO THE SECURITY SERVICE AT NATO IN BRUSSELS UNTIL 12TH JUNE. A PASS OFFICE WILL ALSO BE OPENED AT THE GOVERNMENT CONFERENCE CENTRE IN OTTAWA ON 14TH JUNE. IT SHOULD BE NOTED THAT NO TEMPORARY PASSES ARE REQUIRED FOR MINISTERS, WHO WILL RECIEVE THE "PRIVELEGE PASS" REFERRED TO IN (A) ABOVE.

UNCLASSIFIED

PAGE 01 NATO 02900 02 OF 02 242256Z

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ACTION EUR-25

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UNCLAS SECTION 2 OF 2 USNATO 2900

10. OFFICE ACCOMMODATION:

(A) DURING THE PERIOD OF THE CONFERENCE, OFFICES WILL BE ALLOCATED TO DELEGATIONS IN THE GOVERNMENT CONFERENCE CENTRE. A PLAN SHOWING OFFICE ALLOCATION WILL BE DISTRIBUTED BY THE INTERNATIONAL STAFF.

(B) OFFICES FOR THE SECRETARIAT WILL BE LOCATED IN THE GOVERNMENT CONFERENCE CENTRE. A LIST OF OFFICES AND TELEPHONE NUMBERS OF THE PRINCIPAL MEMBERS OF THE SECRETARIAT WILL BE ISSUED IN OTTAWA.

11. CONFERENCE ADMINISTRATION:

MR. J. G. HARRIS, DEPARTMENT OF EXTERNAL AFFAIRS, OTTAWA (TEL 238-4992/3/4), AND MR. E. G. LUFF (NATO, BRUSSELS, EXT 2425/6) OF THE SECRETARIAT, WILL BE RESPONSIBLE FOR GENERAL QUESTIONS OF ADMINISTRATION IN CONNECTION WITH THE CONFERENCE.

12. DISTRIBUTION AND STORAGE OF DOCUMENTS:

DOCUMENTS ISSUED DURING THE CONFERENCE SHOULD BE COLLECTED FROM THE CHIEF REGISTRAR, MR. DEMETRE. NO CLASSIFIED DOCUMENTS SHOULD BE KEPT OVERNIGHT IN OFFICES; DELEGATIONS MAY GIVE ANY CLASSIFIED DOCUMENTS FOR SAFEKEEPING OR FOR DESTRUCTION UNCLASSIFIED

PAGE 02 NATO 02900 02 OF 02 242256Z

TO THE REGISTRY WHICH WILL BE ESTABLISHED IN THE GOVERNMENT CONFERENCE CENTRE.

13. PRESS FACILITIES:

THE PRESS CENTRE WILL ALSO BE INSTALLED IN THE GOVERNMENT CONFERENCE CENTRE. THE SECRETARY GENERAL'S OPENING PRESS CONFERENCE WILL TAKE PLACE IN THE CHATEAU LAURIER HOTEL.

14. TRANSPORT AND PARKING OF CARS.

A CAR PARK WILL BE ESTABLISHED NEAR THE GOVERNMENT CONFERENCE CENTRE. CAR PARK VIGNETTES WILL BE ISSUED BY THE CANADIAN AUTHORITIES.

15. VISITORS:

IT IS HOPED THAT THE NUMBER OF VISITORS WILL BE KEPT TO A MINIMUM. ONLY THOSE OFFICIAL VISITORS WHOSE PRESENCE IS NECESSARY IN CONNECTION WITH THE CONFERENCE WILL BE ADMITTED TO THE SECURE AREA. THEY WILL BE ISSUED WITH VISITORS' PASSES IN THE ENTRANCE HALL. MEMBERS OF DELEGATIONS ARE REMINDED THAT VISITORS MUST ALWAYS BE ESCORTED AND THAT PERSONNEL WILL BE PROVIDED FOR THIS PURPOSE.

16. RESTAURANT FACILITIES:

THERE WILL BE BAR SERVICE AT THE CONFERENCE CENTRE. THERE IS DIRECT ACCESS TO THE CHATEAU LAURIER HOTEL, WHERE THERE ARE RESTAURANT FACILITIES, AND AT NEARBY RESTAURANTS TO BE DESIGNATED IN THE MEETING HANDBOOK.

17. TELEPHONE CALLS:

FULL TELEPHONE FACILITIES WILL BE AVAILABLE. DETAILED INSTRUCTIONS ON THE USE OF THE TELEPHONE WILL BE PLACED BY EACH INSTRUMENT. BILLS FOR LONG DISTANCE AND INTERNATIONAL CALLS WILL BE PRESENTED ON THE TERMINATION OF THE CONFERENCE.

V. SOCIAL EVENTS:

UNCLASSIFIED

PAGE 03 NATO 02900 02 OF 02 242256Z

18. THE PROGRAMME OF SOCIAL EVENTS ORGANIZED BY THE CANADIAN AUTHORITIES IS SHOWN BELOW:

MONDAY, 17TH JUNE.

20:00 HRS. PRIME MINISTER'S DINNER FOR FOREIGN MINISTERS ONLY (AT PRIME MINISTER'S RESIDENCE, 24 SUSSEX DRIVE). (BLACK TIE).

TUESDAY, 18TH JUNE.

10:00 HRS. OPENING CEREMONY (PARLIAMENT BUILDING)

13:00 HRS. LUNCH FOR FOREIGN MINISTERS GIVEN BY SECRETARY OF STATE FOR EXTERNAL AFFAIRS (L. B. PEARSON BUILDING)

20:00 HRS. CONCERT AND BUFFET SUPPER AT NATIONAL ARTS CENTRE. (BLACK TIE).

20:00 HRS. PRIVATE DINNER FOR COMMUNIQUE DRAFTING GROUP

WEDNESDAY, 19TH JUNE:

13:00 HRS. GOVERNOR GENERAL'S LUNCH FOR FOREIGN

MINISTERS, PERMANENT REPRESENTATIVES AND
SENIOR OFFICIALS (RIDEAU HALL)

13:00 HRS. UNDER-SECRETARY OF STATE FOR EXTERNAL AFFAIRS'
LUNCH FOR SENIOR OFFICIALS
(L. B. PEARON BUILDING)

THURSDAY, 20TH JUNE:

EXCURSION TO MONTREAL AND VISIT TO
OLYMPIC SITE. OVERNIGHT ACCOMMODATION
WILL BE PROVIDED. FURTHER DETAILS WILL
BE CIRCULATED LATER.

VI. LADIES' PROGRAMME
UNCLASSIFIED

PAGE 04 NATO 02900 02 OF 02 242256Z

19. THE LADIES' PROGRAMME WILL BE CIRCULATED WHEN AVAILABLE.

VII. ACTION REQUIRED BY DELEGATIONS:

20. ATTENTION IS DRAWN TO THE ACTION REQUIRE BY
SECRETARIES OF DELEGATIONS, AS CONTAINED IN PARAGRAPHS 1, 2,
3, 4, 5, 7 AND 9.

(SIGNED) E. G. LUFF

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